



## Olive View-UCLA Medical Center

### Job Opportunity

# **Supervising Staff Nurse I** **Department of Emergency Medicine**

**Position Summary:** Seeking a highly qualified nurse to supervise nursing operations and patient care to a diverse patient population. Supervising Staff Nurse I will have responsibility for management of professional nursing duties for 12-hour shift in the Department of Emergency Medicine. Reports directly to the Nurse Manager.

#### **Primary Job Duties:**

- Supervises departmental shift operations and coordinates triage, admissions, transfers and discharges.
- Makes daily assignments based on patient care needs and employee competencies.
- Supervises staff and performs direct patient care when necessary.
- Interprets, communicates and enforces hospital and nursing policies and standards of practice.
- Ensures compliance with standards of care and timeliness of triage assessments, medical screening exams, reassessments, direct patient care and rapid patient throughput and patient satisfaction.
- Formally evaluates employee performance.
- Investigates and resolves patient, visitor and staff complaints in a timely manner.
- Conducts patient care rounds and audits (safety, medical record, pain management, environmental).
- Develops education plan for employees/patients.
- Updates daily staffing schedule and projects staffing needs.
- Communicates daily with nurse manager.

#### **Qualifications/Minimum Requirements:**

- A License to practice as a Registered Nurse issued by the California Board of Registered Nursing.
- Must be current and reachable on the Supervising Staff Nurse I certification list or currently hold the item of Supervising Staff Nurse I
- Basic Cardiac Life Support, Advanced Cardiac Life Support, Pediatric Advanced Life Support, Neonatal Resuscitation Program certified. Certified Emergency Nurse preferred.
- Bachelor of Science-Nursing preferred.
- Minimum of 3 years recent experience in emergency nursing with supervisory experience.
- Excellent interpersonal skills, professional and positive demeanor.
- Ability to work effectively with a diverse and challenging patient population.

- Submit a copy of your resume, performance evaluation and your attendance documentation for the past two years to:

**Susanna Mortimer, RN ([smortimer@dhs.lacounty.gov](mailto:smortimer@dhs.lacounty.gov))**  
**Nurse Recruitment and Retention Center – Room 2C206**  
**14445 Olive View Dr.**  
**Sylmar, CA 91342**  
**(818) 364-3317**

**WILL REMAIN OPEN UNTIL THE NEEDS OF THE SERVICE ARE MET**

**This is not an official examination bulletin      \*Subject to closure without prior notice\***